



Department of Public Works | 860.584.6125

# MEMORANDUM

DATE: February 7, 2022

TO: Mayor Jeffrey Caggiano  
Board of Public Works

FROM: Raymond A. Rogozinski, P.E., Director of Public Works

RE: Municipal Downtown Parking – 2023 Logistics / Concerns

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The Department of Public Works is preparing a logistics plan for parking in the municipal downtown area to support the following anticipated 2023 construction activities:

1. Municipal Parking Garage (west of Police Complex Building)
2. City Hall Renovations
3. Carrier Construction of Mix Retail/ Residential Apartments (Centre Square City lot – Hope St north to McDonalds)
4. Wheeler Clinic - Centre Square corner of Hope St & N. Main St.
5. Construction staging area - City Hall (southern portion of Centre Square lot – south of Wheeler).

The specific concern is parking during the construction season of 2023 (April-November) when:

- a. The parking garage west of the Police Dept. is under construction and the existing surface level parking is not available.
- b. Phase I & II of Carrier Construction's mix use development located between Hope St and McDonalds is under construction and the area of parking currently used by City and Post Office staff (30) is not available. Carrier Construction has stated that the project will be phased and the portion of the lot closest to McDonalds will be available to the City for parking (approx. 80 spaces).
- c. Development of Wheeler Clinic at the corner of Hope St and North Main St
- d. City Hall construction staging area south of Wheeler Clinic.

Based on recent parking counts approximate 235 vehicles currently park on municipal downtown properties. With the relocation of a portion of City staff to Webster Bank (approx. 40) it is estimated that **195 spaces will be required in 2023. The available downtown parking in 2023 is estimated at 240 spaces** (parking garage - 110 spaces, Center Square Carrier Project Phase III - 80 spaces and the municipal parking lot on Hope Street -50 spaces available out of 82 spaces provided). An analysis of City 2023 facilities indicates 195 spaces will be (235 spaces minus City Hall staff located at Webster 40). In order to provide 80 parking spaces on Centre Square lot

toward McDonalds DPW will be required to pave and restripe a portion of the existing paved parking lot.

Although the preliminary analysis provided above does indicate that adequate parking will be provided **DPW remains very concerned that downtown parking will be limited in 2023** due to increased parking demands associated with the Police Department's multi-shift operations and construction workers for the various development projects. The anticipated 2023 parking concerns are a function of the development of Centre Square combined with the loss of the existing parking lot west of the Police Complex.

In order to provide parking, City staff and patrons will be required to park farther away from existing municipal facilities. In addition, City Departments (including Police Dept.) will be requested to relocate vehicles (not used a regular basis) offsite (DPW V.P. Kelly Rd facility) and construction site will be required to contain activities.

**It is imperative that the proposed parking garage not be delayed and construction occurs in 2023.** If the proposed parking garage is delayed past 2023 and development progresses (Carrier & Wheeler) & City/Webster Bank staff return to City Hall less area will be available and downtown parking concerns will increase.

Options to mitigate the impact of construction/loss of parking in 2023 are provided below:

1. Lease parking from Immanuel Lutheran Church/School. The church has been previously open to allowing the Police Department using a portion of its parking lot, however in order to minimize impact to the school's operation it is my understanding that the Church requested a few months ago that the City stop parking on their lot. With that said, DPW would recommend and support rental on parking spaces.
2. Allow City staff to take City vehicles home freeing up space for staff personnel vehicles parking spots. If allowed for Building Department and DPW Engineering it would provide approximately 12 spaces not including Police Department vehicles
3. As part of the City/Carrier sale agreement formalize that Carrier Construction will not proceed to Phase III until the City parking garage is constructed (2023).

The proposed parking garage will consist of a three level facility with a capacity of approximately 150 parking spaces. The garage will be open to the general public, as well as City and Police Department staff. A dedicated (fenced & gated) area for Police is proposed and an elevated skywalk connected to the City's existing garage will be investigated. In order for the parking garage to serve as overflow parking for City Hall patron the existing access way located west of City Hall will be changes as part of the City Hall renovation project to two way traffic.

The City/State grant agreement to fund the parking garage is currently being finalized and DPW based on the preliminary schedule construction of the parking garage is anticipated in 2023.

Please feel free to contact me with any questions / concerns at 860-584-6113.